

Welcome to the
2015 OCASI PD CONFERENCE

Healthy Boundaries for Organizational Wellness®

With



AINA-NIA

Session Overview

November 2, 2015 @ 9:45am – 12:30pm

Welcome and Introductions

Setting the Aura

Boundaries Defined

Boundaries Violation & Impacts

Relationships and Responsibilities

Creating and Maintaining Healthy Boundaries

Circle Out & *"That's a Wrap!"*

The Intention

To facilitate you in gaining valuable tools and skills to support and sustain healthy boundaries that promote wellness in your work environment.

Workshop Boundaries

- Listen with respect, compassion and curiosity, and from the heart.
- Avoid judgment remembering that if it's in the seat, it's likely in the room.
- Exercise flexibility, self-reflection and openness of heart and mind.
- As best as possible, avoid side talk and whispering. Each person's question or comment may support group learning.
- Offer experience (success/challenge/learning) instead of advice.
- Be mindful of time when sharing. Let's hear as many voices as possible.
- When in doubt or need, pause and ask for support.
- Take care of yourself. Take bathroom breaks as needed.
- We are all accountable for our actions therefore, we expect everyone to respect the boundaries/guidelines.

'GETTING TO KNOW YOU'

Ask someone when they heard Bob Marley for the first time.

Ask someone what you love most about being in this sector.

Tell someone how you feel about setting boundary in the workplace.

Tell someone why you believe clear boundaries are important at work?

Tell someone a boundary that you maintain in your work life that supports you and the organization.

Ask someone when they got their first pair of jeans.

Ask someone to share 1 boundary they maintain in their work life and 1 boundary they maintain in the personal life.

Ask someone how they feel about setting boundary in the workplace.

Tell someone when you first realized the importance of exercising boundary for your own wellness?



AINA-NIA

Naming & Feeling



How Is BOUNDARY Defined?



What's your definition?

How are you exercising boundary in the workplace – clients, peers, management, etc.?

Let's Look @ Other Definitions

“A line that **marks the limits** of an area; a dividing line.” ~ **Oxford Dictionary**

“Boundaries are mental, emotional or physical **construct that defines** or limits the areas in which one is willing to be present - The space or area in which one works, lives, or desires to be.” ~ **Iyanla Vanzant**

“A boundary is a limit you set that says, "This is what's okay, and this is what is not okay." ...a boundary is something that you personally **honor and respect**. It has to start on the inside.” ~ **Ken Blanchard**

“A boundary is a personal/professional **relationship rule**. It is a life principle that honours your work or personal agreements and maintains mutual respect for healthy relationships in all situations. Maintaining boundary takes self-awareness and courage.” ~ **Aina-Nia Ayo'dele**



Types of Boundaries

Physical: Personal space, privacy, and body. It gives consideration to things such as loud music, nudity, and locked doors?

“I decide who hugs me and when.”

Mental: Applies to thoughts, values, and opinions.

“I have the right to my opinions, beliefs, and thoughts and so do you.”

Sexual: Protects our comfort level with sexual touch and activity – what, where, when, and with whom.

“I choose where, when, how and with whom I share sexual energies.”

Spiritual: Relates to our beliefs and experiences.

“I have the right to my beliefs, experiences and journeys, and I will honour your beliefs and experiences, even when I don't agree.”



Types of Boundaries

Emotional: Taking responsibility for our emotions and allowing others to have responsibility for theirs. Being aware of your feelings and thoughts before taking action.

- Healthy boundaries prevent us from giving advice, blaming or accepting blame. They protect us from feeling guilty for someone else's negative feelings or problems and taking others' comments personally.

High reactivity suggests weak emotional boundaries.

Healthy emotional boundaries require clear internal boundaries — knowing your feelings and your responsibilities to yourself and others.

“I have the right to my feelings and so do you.”



Relationship Rules

A **boundary** is a personal or professional **Relationship Rule** that ensures respect and enables the valuing of self and organization.

- What are your relationship rules with friends/ family/ partners/ children?
- What are your organization's relationship rules (formal/informal)?
- What are your relationship rules with your peers, managers and those you serve?

Setting Boundaries = Responsibility to Adhere to Relationship Rules

Relationship Without Boundaries

http://www.youtube.com/watch?v=FYMGDaDPZYw&feature=em-share_video_user



AINA-NIA

12

Wellness *BREAK*



AINA-NIA

13

Relationship Without Boundary

~ The Signs ~

- ✓ Competition among teammates
- ✓ Devaluation of self and others
- ✓ Dual relationship dysfunctions
- ✓ Misuse of power
- ✓ Over-identification
- ✓ Self-righteousness
- ✓ Unattended Secondary Trauma
- ✓ Venting dies and gossiping thrives

SERVICE RECIPIENT RELATIONSHIP WITHOUT BOUNDARIES

Dual Relationship Dysfunctions

Being friends with clients to be friendly. This is often a conflict of interest and causes a power compromise.

Misuse of Power

This often occurs from the provider's genuine need to help and eventually creates a Superiority Complex.

Over-Identification

Often occurs from the providers own unresolved emotional needs.

Self-righteousness

This is usually demonstrated as over-zealous sharing of one's personal experiences and values outside of the case goals.

Unattended Secondary Trauma

Losing Sleep = Burnout

Paranoia from workplace gossip (participating by sharing/listening).



STAFF/MANAGEMENT RELATIONSHIP WITHOUT BOUNDARIES

Competition Among Teammates

This is often based on value conflicts based on the “not enough/better than” syndrome. E.g., the more tenured staff is more valuable than newer staff or newer staff has fresher /better knowledge than more tenured staff.

Devaluation of Self & Others

Listening to other’s judgment of you – Letting them define what is right/wrong, or what you MUST feel or believe.

Telling others what is right or wrong, or what they MUST feel or believe – Judging Others.

Dual Relationship Dysfunctions

Being friends with colleagues is often inevitable. It can cause a perception of unfairness in the workplace as well as overindulgence with work related issues.

Clear and maintained boundaries are critical.

Unattended Secondary Trauma

Losing Sleep = Burnout

Paranoia from workplace gossip (participating by sharing/listening)

Venting Dies and Gossiping Thrives

Venting about clients with peers or venting with peers about other team members or management is often when venting dies and gossip thrives. Healthy venting is sharing one’s experience/challenge for support in finding solution.

Gossip is focused on the person rather than the situation or solution. Often gossiping is with acquainted parties (e.g., peer to peer about manager.).

Stay aware of the difference.



How Far Is Too Far



<https://www.youtube.com/watch?v=GUq1jVbhAqI>

Boundary... The \$1mil Solution to WORK LIFE BALANCE



BALANCE is not about time management...

Balance is about maintaining HEALTHY BOUNDARIES in personal
and work life

Balance enable you to reclaim your priorities

Balance builds sustainable wellness – self and organization.



AINA-NIA

Easier Means To Success

~You & Organization~

- Enable the service provider to take care of self
- Empower staff and client communities
- Allow firm yet supportive communication
- Encourage fairness, safety, trust
- Build responsibility and accountability to self, role, organization's goals/mission/vision
- Alleviate feelings of anger and resentment
 - Reduce stressors
- Boost individual and organization wellness
- Bring BALANCE to your work life



AINA-NIA



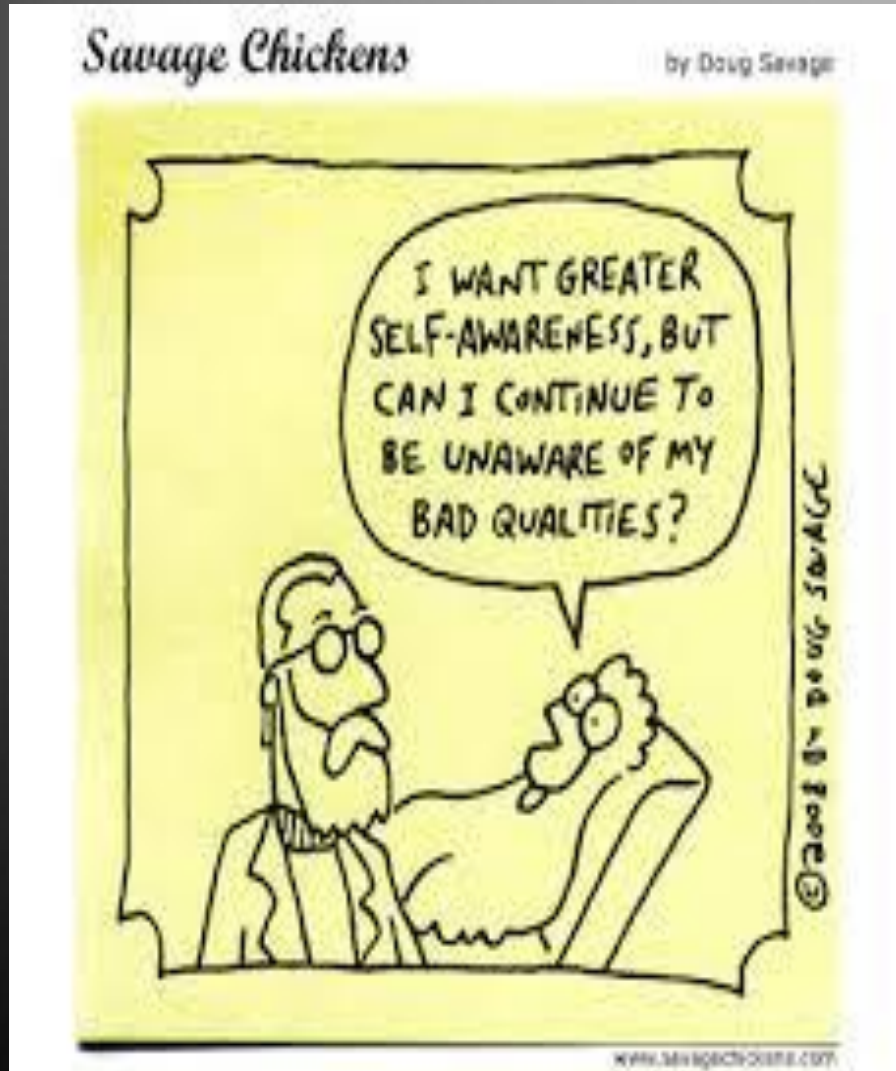
What's All The Fuss About?



AINA-NIA

The Power of Self-Awareness

You cannot affect
healthy
boundaries
without Self-
Awareness ~
It starts with self.



Healthy Boundary Check-Up

Rate Yourself – 1 to 5

1. I usually ask for what I want/need to support my work.
2. I say 'yes' because it is the most appropriate choice for myself, client and organization.
3. I do not allow guilt or need for approval to direct my choices.
4. I usually express disagreement respectfully or ask for clarity when I don't understand.
5. I take responsibility for my own happiness and peace.
6. I am aware of my feelings, thoughts and behaviours.
7. I truly know who I am and what I believe (my values).



AINA-NIA

Using CPR to Set Boundaries/Avoid Gossip

Content: Focus on the **facts**. Focusing on content is the simplest and safest way to respond to gossip and set boundaries.

Focusing on the facts avoid drawing conclusions based on hear-say or making personal attacks on another.

It can be a difficult choice to make however, it will allow you to be **clear** on your position.

Pattern: Identify the pattern of inappropriate behaviors (passive/aggressive) used to badmouth a peer, manager.

This takes **courage** and will create boundaries in your work relationships.

A courageous conversation may relieve your concerns and **empower** you.

Relationship: ‘Draw the line in the sand’ when the comments reveal a rupture in basic **trust and respect** in relationship (client to organization/peer, peer to peer, peer to management, management/peer).

It’s a tough call and it may be closer to the heart of your concern than you know (i.e., it may repair a trigger of betrayal in past experience).



AINA-NIA

Self-Awareness + Boundaries = WORK LIFE BALANCE



<https://www.youtube.com/watch?v=4N6i3iN40Xs>

7 Simple Boundary Steps to WORK LIFE BALANCE



1. Take time for self-reflection
2. Set realistic expectations based on work goals
3. Communicate realistic expectations and boundaries required to meet/exceed goals
4. Avoid relationships without boundaries
5. Fulfill commitments timely and with excellence
6. Be self-aware
7. Repeat



AINA-NIA

25

THANK YOU!!!

Inspiration

Purpose



Honour

AINA-NIA
647-867-1794
aina-nia@aina-nia.com
www.aina-nia.com

Appreciation